

North Dakota Department of Public Instruction

North Dakota English Language Arts and Mathematics Content Standards Development Committee

**State Capitol Building, Bismarck, ND
Fort Union Room
July 21-22, 2016**

Meeting Minutes

July 21, 2016

Greg Gallagher, Assessment Director within the North Dakota Department of Public Instruction, called to order the meeting of the North Dakota Mathematics Content Development Subcommittee, Grades 9-12 Group, hereafter referred to as the Mathematics Grades 9-12 Group, on July 21, 2016, at 8:30 am, CT.

Kirsten Baesler, State Superintendent, welcomed the Mathematics Grades 9-12 Group and expressed support for the Committee's efforts.

On June 24, 2016, at the close of the first meeting of the combined North Dakota English Language/Arts and Mathematics Content Standards Development Committee, the Mathematics Grades 9-12 Group requested an opportunity to meet for a meeting on July 21-22, 2016, to accommodate the extensive content coverage of the grade span. Mr. Gallagher granted this consideration and finalized meeting arrangements, under the terms of the content standards development operational protocol.

Members of the Mathematics Grades 9-12 Group constitute a working group of the combined English Language Arts/Literacy and Mathematics Content Standards Development Committee. Refer to Attachment A for the list of the Committee members, project consultants, and Department of Public Instruction technical assistants (Attachment A. Content Standards Committee Membership.pdf). The record shows the attendance of the following Mathematics Grades 9-12 Group members and support staff:

Mathematics Committee Members Grades 9 - 12

Committee Member	School	City/LEA
Michelle Bertsch	Fargo Davies High School	Fargo
Andy Braaten	Carrington High School	Carrington
Betty Delorme	Turtle Mountain Community High School	Belcourt
Cindy Keplin	Turtle Mountain Community High School	Belcourt
Sara Kincaid	Legacy High School	Bismarck
Kayla Lee	Langdon Area High School	Langdon
Lynelle Mann	Dickinson High School	Dickinson
Kristeen Monson	Grafton High School	Grafton
Patsy Schlosser	Edgeley Public School	Edgeley

Leanne Smutzler

Dickinson High School

Dickinson

Higher Education

Committee Member	School	City/LEA
Reba Olsen	Dickinson State University	Dickinson

North Dakota Department of Public Instruction Staff:

Greg Gallagher; Rob Bauer; Patricia Laubach

Members present: 11; Members absent: 0; Staff present: 3.

Mr. Gallagher provided an overview of the two-day meeting agenda, referencing Committee organization and process phases. Refer to Attachment B for the two-day agenda (Attachment B. Content Standards Committee Agenda, July 21-22, 2016.pdf).

Mr. Gallagher summarized the charge of the Mathematics Grades 9-12 Group, presented in preliminary instructions during the June 22-24, 2016 Committee meeting. The Committee will study the effects of implementing the 2011 approved academic content standards in each content area and draft any revisions to improve the structure and content of these standards for the purpose of establishing new state academic content standards in these two disciplines. Mr. Gallagher presented an overview of the state's open records and meetings laws and general meeting procedures.

Mr. Gallagher placed before the Mathematics Grades 9-12 Group the 2011 North Dakota Mathematics Content Standards, the state's current, official content standards, as the foundational text from which the Mathematics Grades 9-12 Group would continue its review and revision toward a new state content standards document. Refer to Attachment C to view the North Dakota Mathematics Content Standards, adopted 2011 (Attachment C. North Dakota Mathematics Content Standards.pdf). Refer to Attachment D to view the supporting appendix for the North Dakota Mathematics Content Standards, adopted 2011 (Attachment D. North Dakota Mathematics Content Standards, Appendix_A.pdf).

Mr. Gallagher reviewed established content standards development protocol, procedural steps designed to support overall Committee activity, discussions, editing, and final determinations. Refer to Attachment K for the Committee review protocol (Attachment E. Committee Review Protocol.pdf). Mr. Gallagher provided final instructions to Mathematics Grades 9-12 Group members.

The Mathematics Grades 9-12 Group continued its work based on the review protocol and assumed responsibility for the review of all content standards and supporting material within its assigned grade levels. The Mathematics Grades 9-12 Group was invited to access information via a variety of sources, including full access to the internet, to support their review activity. Members were invited to read their primary documents, unpack or dissect the content into appropriate scope and size, discern the appropriate articulation and emphasis of content, edit existing text, draft original content language, as appropriate, seek balance and alignment across grades, deliberate all proposals, and proceed to consensus, where possible, or majority vote, as required. The Mathematics Grades 9-12 Group did not reach a point for a formal vote on any specific content standards revisions.

The Mathematics Grades 9-12 Group assigned a designated recorder to manage all group edits to an electronic copy of the content standards document. The electronic copy was retained on one designated computer, attached to a projector, allowing for all committee members to view the text and participate in its editing.

The Mathematics Grades 9-12 Group continued its review activities, according to protocol, throughout the remainder of July 21, with periodic breaks and a scheduled lunch.

The Mathematics Grades 9-12 Group adjourned at 4:00 pm, CT. The designated recorder secured the edited documents onto a designated media drive, which was collected by Department staff and backed up on Department computers for safekeeping. Safeguarded media drives were stored until the Mathematics Grades 9-12 Group reconvened to resume its review activity on July 22, 2016, at 8:30 am, CT.

July 22, 2016

Greg Gallagher, Assessment Director within the North Dakota Department of Public Instruction, called to order the meeting of the North Dakota Mathematics Content Development Subcommittee, Grades 9-12 Group, hereafter referred to as the Mathematics Grades 9-12 Group, on July 22, 2016, at 8:30 am, CT. Mr. Gallagher provided a summary of the events from Day One of the two-day Mathematics Grades 9-12 Group meeting and reviewed the agenda for the second day's events.

The Mathematics Grades 9-12 Group continued its work based on the review protocol and assumed responsibility for the review of all content standards and supporting material within its assigned grade levels. The Mathematics Grades 9-12 Group was invited to access information via a variety of sources, including full access to the internet, to support their review activity. Members were invited to read their primary documents, unpack or dissect the content into appropriate scope and size, discern the appropriate articulation and emphasis of content, edit existing text, draft original content language, as appropriate, seek balance and alignment across grades, deliberate all proposals, and proceed to consensus, where possible, or majority vote as required. The Mathematics Grades 9-12 Group did not reach a point for a formal vote on any specific content standards revisions.

The Mathematics Grades 9-12 Group assigned a designated recorder to manage all group edits to an electronic copy of the content standards document. The electronic copy was retained on one designated computer, attached to a projector, allowing for all committee members to view the text and participate in its editing.

The Mathematics Grades 9-12 Group continued its review activities, according to protocol, throughout the remainder of July 22, with periodic breaks and a scheduled lunch.

The Mathematics Grades 9-12 Group completed its work and adjourned at 1:30 pm, CT. The designated recorder secured the edited documents onto a designated media drive, which was collected by Department staff and backed up on Department computers for safekeeping. Safeguarded media drives were stored until the Mathematics Grades 9-12 Group reconvened to resume its review activity at the next meeting of the collective English Language Arts/Literacy and Mathematics Content Standards Development Committee, scheduled for July 28-29, 2016, at 8:30 am, CT.